

GUARDIANSHIP

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GENERAL INFORMATION

GENERAL INFORMATION

Guardianship forms are considered to be one of the most difficult of the packets available from the court. For this reason this manual provides only general information and the forms required to complete a Guardianship.

1. **FORMS PACKETS:** If you would prefer to type your forms in a typewriter you can purchase a forms packet from the Clerk's office for \$10.00.
2. **FILING FEES:** The filing fee is \$213.50. If you qualify for a fee waiver you may obtain the fee waiver packet from the Clerk's office free of charge or use Volume 1, Fee Waiver to complete the necessary forms on the computer.
3. **MUST BE TYPED:** Each form must be typed and submitted the original plus two copies.
4. **COURT INVESTIGATOR'S FEES:** Guardianships require an investigation conducted by Evelyn Murphy, the Court Investigator. The fee for this service is \$210.00. You will be billed after the investigation is completed with payment due upon receipt of the bill.
5. **WAIVING COURT INVESTIGATION FEES:** If you complete a fee waiver for the filing fee, you may be eligible for an additional fee waiver that waives the Court Investigation fee. Additional fee waiver packets are free and available at the Clerk's office.
6. **ASSISTANCE WITH GUARDIANSHIP FORMS:** Unfortunately, at this time, the Family Law Facilitator does not assist with Guardianship forms.

Yuba College, Foster Care Education KARES (Kinship and Relative Education & Support) currently offers workshops to assist with the guardianship forms. Please call 741-6750 or 741-0687 to obtain general information, schedule an appointment or to ask the location. This service is free.

7. **GUARDIANSHIP HEARINGS:** Guardianship hearings are held on Mondays, at 9:00 a.m. in the civil department. The Clerk will stamp your forms with the date/time and department at the time of filing.
8. **TEMPORARY ORDERS:** There are temporary order forms in the forms packet and listed in the sample forms at the end of this section. Temporary Orders, when signed by the Judge, are effective until the hearing date.

9. **TERMINATION OF GUARDIANSHIP:** A separate packet is available at the Clerk's office to petition the court for termination of the Guardianship.

This packet is \$6.00.

If you are not the Guardian, you may be required to pay a \$213.50 first appearance fee to file this Petition for Termination. The Clerk's office will assist you in determining if you have to pay that fee.

The fee for filing the Petition for Termination is \$25.30.

Fee waiver packets are available upon request or you may use Volume 1, Fee Waivers, to prepare the necessary forms or to determine if you qualify.

The Court will require that the Court Investigator complete a report to assist the court in determining if the termination is appropriate. The fee for the investigation is \$210.00.

There is an Additional Fee Waiver packet available at the Clerk's Office.

SAMPLE DOCUMENTS

**ALL documents used for filing and completing a Guardianship are
contained on the following pages.**

CONFIDENTIAL GUARDIAN SCREEN FORM – 2 PAGES

DUTIES OF GUARDIAN 5 PAGES

PTN FOR TEMP 3 PAGES

ORDER TEMP 2 PAGES

LETTERS OF TEMPORARY 1 PAGE

PTN FOR GUARDIANSHIP 9 PAGES

NOTICE OF HEARING 2 PAGES

ORDER APPOINTING GUARDIAN 2 PAGES

LTRS OF G'SHIP 1 PAGE

ORDER APPOINTING COURT INVESTIGATOR 1 PAGE

ORDER DISPENSING NOTICE 1 PAGE

DECLARATION UNDER UCCJEA 2 PAGES

CONSENT NOMINATION & WAIVERS

CHANGE OF RESIDENCE NOTICE

FORMS USED FOR TERMINATION OF GUARDIANSHIP

PTN FOR TERMINATION 2 PAGES

NOTICE OF HEARING 2 PAGES

ORDER APPOINTING COURT INVESTIGATOR

ORDER TERMINATING G'SHIP